



Internal Services

Central Stores

Department Summary

This budget reflects the purchase of general office supplies for resale to County operating departments. Such centralized purchasing of commonly used commodities reduces the total costs.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Central Stores	\$662,764	\$990,000	\$473,388	\$990,000	\$0	\$990,000
<u>Total:</u>	<u>\$662,764</u>	<u>\$990,000</u>	<u>\$473,388</u>	<u>\$990,000</u>	<u>\$0</u>	<u>\$990,000</u>
<u>Expenditures By Obj. Category</u>						
Supplies	\$662,764	\$990,000	\$473,388	\$990,000	\$0	\$990,000
<u>Total:</u>	<u>\$662,764</u>	<u>\$990,000</u>	<u>\$473,388</u>	<u>\$990,000</u>	<u>\$0</u>	<u>\$990,000</u>

Central Stores

Program Summary

Central Stores

Central Stores receives requests for office supplies from all departments, pulls the requested items from its warehouse stock and boxes them for pick-up by the department. Purchasing office supplies in large quantities allows the County to take advantage of volume discounts that would not normally be available to individual departments, thereby, saving public funds. By providing a ready stock of office supplies for immediate use, Central Stores also improves the efficiency and public responsiveness of the departments that use its services.

Operational planning Categories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$662,764	\$990,000	\$473,388	\$990,000	\$0	\$990,000
Other Services	\$0	\$0	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$662,764</u>	<u>\$990,000</u>	<u>\$473,388</u>	<u>\$990,000</u>	<u>\$0</u>	<u>\$990,000</u>

Central Support - Parks Caretakers

Department Summary

This program provides security and minor maintenance at the regional parks.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Facilities Parks Caretakers	\$232,283	\$116,556	\$109,734	\$116,556	\$0	\$116,556
<u>Total:</u>	<u>\$232,283</u>	<u>\$116,556</u>	<u>\$109,734</u>	<u>\$116,556</u>	<u>\$0</u>	<u>\$116,556</u>
<u>Expenditures By Obj. Category</u>						
Salaries, Regular	\$205,574	\$116,556	\$97,258	\$116,556	\$0	\$116,556
Benefits	\$26,709	\$0	\$12,348	\$0	\$0	\$0
Supplies	\$0	\$0	\$128	\$0	\$0	\$0
<u>Total:</u>	<u>\$232,283</u>	<u>\$116,556</u>	<u>\$109,734</u>	<u>\$116,556</u>	<u>\$0</u>	<u>\$116,556</u>

Central Support - Parks Caretakers

Program Summary

Facilities Parks Caretakers

This program provides the budget for the Caretakers at the County's Regional Parks.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$205,574	\$116,556	\$97,258	\$116,556	\$0	\$116,556
Benefits	\$26,709	\$0	\$12,348	\$0	\$0	\$0
Supplies	\$0	\$0	\$128	\$0	\$0	\$0
<u>Total:</u>	<u>\$232,283</u>	<u>\$116,556</u>	<u>\$109,734</u>	<u>\$116,556</u>	<u>\$0</u>	<u>\$116,556</u>

Central Support Services

Department Summary

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Central Support Services	\$11,242	\$0	\$2,413	\$0	\$0	\$0
<u>Total:</u>	<u>\$11,242</u>	<u>\$0</u>	<u>\$2,413</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
 <u>Expenditures By Obj. Category</u>						
Allowances	-\$108	\$0	-\$108	\$0	\$0	\$0
Other Services	\$11,321	\$0	\$1,131	\$0	\$0	\$0
Debt Service and Interest	\$29	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$0	\$0	\$1,390	\$0	\$0	\$0
<u>Total:</u>	<u>\$11,242</u>	<u>\$0</u>	<u>\$2,413</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Central Support Services

Program Summary

Central Support Services

This is a Central Support Services

Operational planning Cagories

Purpose:

Scope:

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Allowances	-\$108	\$0	-\$108	\$0	\$0	\$0
Other Services	\$11,321	\$0	\$1,131	\$0	\$0	\$0
Debt Service and Interest	\$29	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$0	\$0	\$1,390	\$0	\$0	\$0
<u>Total:</u>	<u>\$11,242</u>	<u>\$0</u>	<u>\$2,413</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Facilities Management

Department Summary

This department is responsible for the maintenance of all County buildings. Activities include preventative maintenance, emergency and unscheduled repairs, and performance of remodeling projects at the request of operating departments. The County contracts for routine janitorial services.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Facilities Maintenance	\$4,890,004	\$7,830,903	\$3,301,708	\$9,068,304	\$2,116,295	\$11,184,599
<u>Total:</u>	<u>\$4,890,004</u>	<u>\$7,830,903</u>	<u>\$3,301,708</u>	<u>\$9,068,304</u>	<u>\$2,116,295</u>	<u>\$11,184,599</u>

Expenditures By Obj. Category

Salaries, Regular	\$2,702,412	\$2,816,025	\$1,557,659	\$3,350,588	\$0	\$3,350,588
Benefits	\$635,724	\$849,148	\$348,044	\$1,208,077	\$0	\$1,208,077
Allowances	\$23,600	\$30,910	\$11,390	\$30,910	\$0	\$30,910
Overtime/Comp Time	\$82,658	\$54,602	\$44,591	\$54,602	\$0	\$54,602
Supplies	\$659,113	\$799,374	\$433,414	\$799,374	\$0	\$799,374
Temporary Services	\$3,964	\$0	\$9,280	\$0	\$0	\$0
Professional Services	\$4,277	\$3,208	\$167,173	\$3,208	\$0	\$3,208
Travel and Training	\$13,719	\$76,220	\$5,304	\$76,220	\$0	\$76,220
Other Services	\$745,669	\$1,573,440	\$521,665	\$1,803,428	\$2,116,295	\$3,919,723
Transfers	\$0	\$372,924	\$141,773	\$486,845	\$0	\$486,845
Debt Service and Interest	\$18,868	\$5,052	\$61,415	\$5,052	\$0	\$5,052
Capital Expenditures	\$0	\$1,250,000	\$0	\$1,250,000	\$0	\$1,250,000
<u>Total:</u>	<u>\$4,890,004</u>	<u>\$7,830,903</u>	<u>\$3,301,708</u>	<u>\$9,068,304</u>	<u>\$2,116,295</u>	<u>\$11,184,599</u>

Facilities Management

Staffing Roster

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Facilities Management Manager	1	FAC0001.Facilities Management Manager		Stump, Darrel William
Operational	Facilities Maint Specialist	1	FAC0002.Facilities Maint Specialist	6	Smith, Larry Albert
Operational	Facilities Maint Specialist	1	FAC0003.Facilities Maint Specialist	6	Smith, William R
Operational	Facilities Maint Specialist	1	FAC0004.Facilities Maint Specialist	6	Muonio, Gordon C
Operational	Facilities Maint Specialist	1	FAC0005.Facilities Maint Specialist	6	Miller, Brad E
Operational	Facilities Maint Specialist	1	FAC0006.Facilities Maint Specialist	6	Sellberg, John J
Operational	Facilities Maint Specialist	1	FAC0007.Facilities Maint Specialist	6	Forester, George R
Operational	Office Assistant III	1	FAC0008.Office Assistant III	6	Vandervort, Cathy Ann
Operational	Facilities Maint Specialist	1	FAC0009.Facilities Maint Specialist	6	Pfenning, Michael Ferris
Operational	Facilities Maint Specialist	1	FAC0010.Facilities Maint Specialist	6	Schook, David Lynn
Operational	Program Manager I	1	FAC0011.Program Manager I		Wright, Michael D
Operational	Facilities Maint Specialist	1	FAC0012.Facilities Maint Specialist	6	Jenkins, Terrance E
Operational	Custodial Aide	1	FAC0013.Custodial Aide	6	Stephens, Kevin M
Operational	Facilities Maint Specialist	1	FAC0014.Facilities Maint Specialist	6	Ryan, Richard A
Operational	Office Assistant III	1	FAC0015.Office Assistant III	6	Ohman, Sandy
Operational	Facilities Maint Specialist	1	FAC0016.Facilities Maint Specialist	6	Jackson, Christopher R
Operational	Facilities Maintenance Helper	1	FAC0017.Facilities Maintenance Helper	6	Gooding, Robert E
Operational	Facilities Maint Specialist	1	FAC0018.Facilities Maint Specialist	6	Flores, David J
Operational	Project Coordinator	1	FAC0019.Project Coordinator		Spencer, Dan A
Operational	Facilities Maint Specialist	1	FAC0020.Facilities Maint Specialist	6	Robinson, Richard E
Operational	Facilities Maint Spec, Lead	1	FAC0022.Facilities Maint Spec, Lead	6	Odum, Kenneth R
Operational	Facilities Maint Specialist	1	FAC0023.Facilities Maint Specialist	6	Cook, Daniel E
Operational	Facilities Maint Specialist	1	FAC0024.Facilities Maint Specialist	6	Hammer, Robert S
Operational	Facilities Maint Specialist	1	FAC0025.Facilities Maint Specialist	6	Welch, Earl W
Operational	Facilities Maintenance Helper	1	FAC0026.Facilities Maintenance Helper	6	Nelson, Rodney A
Operational	Facilities Maint Specialist	1	FAC0027.Facilities Maint Specialist	6	McElrath, Kelly E
Operational	Facilities Maintenance Worker	1	FAC0029.Facilities Maintenance Worker	5	Hardie, Bryan
Operational	Facilities Maintenance Helper	1	FAC0030.Facilities Maintenance Helper	6	Valentine, Mark W
Operational	Facilities Maint Specialist	1	FAC0032.Facilities Maint Specialist	6	Gottsch, Jeff D
Operational	Facilities Maint Specialist	1	FAC0033.Facilities Maint Specialist	6	Schmit, Ryan P
Operational	Facilities Maint Specialist	.5	FAC0028.Facilities Maint Specialist	6	
Operational	Facilities Maint Specialist	1	FAC0031.Facilities Maint Specialist	1	
Operational	Facilities Maint Specialist	1	FAC0034.Facilities Maint Specialist	1	

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Facilities Management

Program Summary

Facilities Maintenance

This program comprises a technical support group that provides management, administration, and maintenance for General Government facilities and various rental buildings. Activities include preventive maintenance, repair maintenance, construction, engineering services and an energy conservation program.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$2,702,412	\$2,816,025	\$1,557,659	\$3,350,588	\$0	\$3,350,588
Benefits	\$635,724	\$849,148	\$348,044	\$1,208,077	\$0	\$1,208,077
Allowances	\$23,600	\$30,910	\$11,390	\$30,910	\$0	\$30,910
Overtime/Comp Time	\$82,658	\$54,602	\$44,591	\$54,602	\$0	\$54,602
Supplies	\$659,113	\$799,374	\$433,414	\$799,374	\$0	\$799,374
Temporary Services	\$3,964	\$0	\$9,280	\$0	\$0	\$0
Professional Services	\$4,277	\$3,208	\$167,173	\$3,208	\$0	\$3,208
Travel and Training	\$13,719	\$76,220	\$5,304	\$76,220	\$0	\$76,220
Other Services	\$745,669	\$1,573,440	\$521,665	\$1,803,428	\$2,116,295	\$3,919,723
Transfers	\$0	\$372,924	\$141,773	\$486,845	\$0	\$486,845
Debt Service and Interest	\$18,868	\$5,052	\$61,415	\$5,052	\$0	\$5,052
Capital Expenditures	\$0	\$1,250,000	\$0	\$1,250,000	\$0	\$1,250,000
Total:	\$4,890,004	\$7,830,903	\$3,301,708	\$9,068,304	\$2,116,295	\$11,184,599

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Utilities Budget Increase 5093-331-01

Increase Utility budget to reflect actual expenditures.

5093-330-518301-Courthouse

\$2,116,295

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$2,116,295

0.00

\$0

General Government Major Maintenance

Department Summary

The Major Maintenance Reserve Fund (5193) was established during 1997 under the control of the Office of Budget to manage the reserves generated by both the existing and the proposed programs with funding coming from the General Fund (0001), the ER & R Fund (5091), the Road Fund (1012) and the Road Operations Fund (5095). Expenditures will be for project costs incurred by the service provider in accordance with the long term maintenance programs. The long term programs will include a contingency element which will enable changes to the annual program to be made by the County Administrator with the overall budget appropriations. The projects in this department relate specifically to general government facilities mostly in the downtown campus area.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
General Government Major Maintenance	\$718,373	\$100,000	\$47,153	\$100,000	\$725,000	\$825,000
<u>Total:</u>	<u>\$718,373</u>	<u>\$100,000</u>	<u>\$47,153</u>	<u>\$100,000</u>	<u>\$725,000</u>	<u>\$825,000</u>
 <u>Expenditures By Obj. Category</u>						
Supplies	\$705,774	\$100,000	\$47,153	\$100,000	\$725,000	\$825,000
Professional Services	\$12,599	\$0	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$718,373</u>	<u>\$100,000</u>	<u>\$47,153</u>	<u>\$100,000</u>	<u>\$725,000</u>	<u>\$825,000</u>

General Government Major Maintenance

Program Summary

General Government Major Maintenance

This program includes the costs for major maintenance projects performed for facilities located within the downtown campus area, non-public works facilities. These buildings include, but are not limited to the County Courthouse, Franklin Center, 911 Emergency Services Center, 1408 Franklin and others. In addition to major maintenance projects, this program includes minor maintenance and remodel projects.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$705,774	\$100,000	\$47,153	\$100,000	\$725,000	\$825,000
Professional Services	\$12,599	\$0	\$0	\$0	\$0	\$0
Total:	\$718,373	\$100,000	\$47,153	\$100,000	\$725,000	\$825,000

BUDGET ADJUSTMENTS:

		Expenditure	FTE	Revenue
Major Maint. Dolle Elevator	5093-330-04	Major Maintenance for Dolle Building Elevator Cylinder Replacement		
5193-330-518300-Major Maintenance		\$35,000	0.00	\$0
Major Maintenance	5093-330-02	Major Maintenance for Tri Mountain Golf Course Improvements		
5193-330-518300-Major Maintenance		\$100,000	0.00	\$0
Major Maintenance ADA Mod	5093-330-11	Major Maintenance for ADA Modifications to Campus Buildings		
5193-330-518300-Major Maintenance		\$300,000	0.00	\$0
Major Maintenance CRESA Bldg	5093-330-07	Major Maintenance for CRESA Exterior Painting and Brick Veneer Sealing		
5193-330-518300-Major Maintenance		\$30,000	0.00	\$0
Major Maintenance Correction	5093-330-08	Major Maintenance for Correction Center Brick Veneer Waterproofing		
5193-330-518300-Major Maintenance		\$75,000	0.00	\$0
Major Maintenance Dolle Bldg	5093-330-03	Major Maintenance for Dolle Building Exterior Trim Replacement		
5193-330-518300-Major Maintenance		\$25,000	0.00	\$0
Major Maintenance Franklin	5093-330-09	Major Maintenance for Franklin Center Building Re-roofing		
5193-330-518300-Major Maintenance		\$60,000	0.00	\$0
Major Maintenance GS Bldg	5093-330-05	Major Maintenance for General Services Building Exterior Painting and Awning Replacement		
5193-330-518300-Major Maintenance		\$30,000	0.00	\$0
Major Maintenance ME Autopsy	5093-330-10	Major Maintenance for Coroner's Office Autopsy Room Ventilation Modifications		
5193-330-518300-Major Maintenance		\$25,000	0.00	\$0
Major Maintenance ME Bldg	5093-330-06	Major Maintenance for Center for Death Investigation Exterior Painting		
5193-330-518300-Major Maintenance		\$15,000	0.00	\$0
Major Maintenance Trailer Gen	5093-330-12	Major Maintenance for Trailer Mounted Backup Generator		
5193-330-518300-Major Maintenance		\$30,000	0.00	\$0
BUDGET ADJUSTMENTS TOTAL:		\$725,000	0.00	\$0

General Services

Department Summary

The General Services department provides a wide variety of internal support services to the County's operating departments. Included are purchasing, printing, mail room, telecommunications, records, facilities management, construction services, and loss control. However, facilities management and loss control budgets will be submitted under separate cover.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
GS Records	\$326,427	\$402,364	\$153,793	\$336,861	\$59,000	\$395,861
Mailroom	\$1,105,586	\$1,250,120	\$675,668	\$1,265,142	\$0	\$1,265,142
Printing	\$388,031	\$418,994	\$205,921	\$448,708	\$0	\$448,708
Purchasing	\$1,011,997	\$1,277,342	\$748,464	\$1,577,023	\$8,400	\$1,585,423
Telecommunications	\$180,981	\$293,237	\$101,011	\$216,804	\$0	\$216,804
<u>Total:</u>	<u>\$3,013,022</u>	<u>\$3,642,057</u>	<u>\$1,884,857</u>	<u>\$3,844,538</u>	<u>\$67,400</u>	<u>\$3,911,938</u>

Expenditures By Obj. Category

Salaries, Regular	\$1,366,492	\$1,642,996	\$888,796	\$1,743,502	\$0	\$1,743,502
Benefits	\$296,782	\$480,518	\$207,864	\$582,492	\$0	\$582,492
Overtime/Comp Time	\$4,220	\$7,000	\$6,444	\$7,000	\$0	\$7,000
Supplies	\$131,584	\$174,190	\$75,600	\$174,190	\$59,000	\$233,190
Temporary Services	\$4,856	\$2,213	\$4,425	\$2,214	\$0	\$2,214
Professional Services	\$90,126	\$66,000	\$25,086	\$66,000	\$0	\$66,000
Travel and Training	\$10,191	\$5,100	\$6,548	\$5,100	\$4,000	\$9,100
Other Services	\$1,108,771	\$1,264,040	\$670,094	\$1,264,040	\$4,400	\$1,268,440
<u>Total:</u>	<u>\$3,013,022</u>	<u>\$3,642,057</u>	<u>\$1,884,857</u>	<u>\$3,844,538</u>	<u>\$67,400</u>	<u>\$3,911,938</u>

General Services**Staffing Roster**

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Director, General Services	1	GEN0001.Director, General Services		Johnston, Douglas M
Operational	Purchasing Manager	1	GEN0002.Purchasing Manager		Westerman, Michael A
Operational	Office Assistant II	1	GEN0003.Office Assistant II	6	Balogh, Mary Beth
Operational	Buyer, Assistant	1	GEN0004.Buyer, Assistant	5	Ricci, Priscilla J
Operational	Program Coordinator I	1	GEN0005.Program Coordinator I		Taylor, Cathy M
Operational	Print Shop Supervisor	1	GEN0006.Print Shop Supervisor	6	Duisen, Ray
Operational	Offset Press Operator	1	GEN0007.Offset Press Operator	6	Golliher, Rhonda F
Operational	Office Assistant II	1	GEN0008.Office Assistant II	6	Estlow, Michael J
Operational	Records Officer	1	GEN0009.Records Officer		Sharp, Larry Melvin
Operational	Office Assistant II	1	GEN0010.Office Assistant II	5	Evans, Stephanie A
Operational	Office Assistant II	1	GEN0011.Office Assistant II	6	Baumgardner, Babs L
Operational	Office Assistant I	1	GEN0012.Office Assistant I	6	Guerra, Richard S
Operational	Office Assistant III	1	GEN0013.Office Assistant III	6	LaRocque, Linnea L
Operational	Buyer	1	GEN0014.Buyer		Anderson, Allyson L
Operational	Office Assistant II	.5	GEN0015.Office Assistant II	5	Odell, Koni R
Operational	Office Assistant II	.5	GEN0015.Office Assistant II	6	Thomas, Cheryl D
Operational	Central Stores Assistant	.5	GEN0016.Central Stores Assistant	3	Colvin, William W
Operational	Buyer, Assistant	1	GEN0019.Buyer, Assistant	2	Christopherson, Debra S
Operational	Program Coordinator II	1	GEN0020.Program Coordinator II		Springmeyer, William Arthur
Operational	Office Assistant II	1	GEN0021.Office Assistant II	4	Walker, Belinda L
Operational	Central Stores Assistant	.8	GEN0022.Central Stores Assistant	5	McConnell, Bill D

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General Services

Program Summary

GS Records

This program provides for the orderly, cost-effective preservation, disposition, and maintenance of the County's records--all record series and inactive and archival records, including microfilm and other methods of storage. It also carries out requested research for the public and for County departments and assists in providing for uniform filing systems throughout all County departments.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$186,752	\$253,228	\$100,706	\$198,112	\$0	\$198,112
Benefits	\$43,347	\$78,424	\$23,562	\$68,037	\$0	\$68,037
Supplies	\$8,869	\$15,200	\$4,842	\$15,200	\$59,000	\$74,200
Professional Services	\$78,681	\$42,000	\$19,623	\$42,000	\$0	\$42,000
Travel and Training	\$0	\$800	\$0	\$800	\$0	\$800
Other Services	\$8,778	\$12,712	\$5,060	\$12,712	\$0	\$12,712
Total:	\$326,427	\$402,364	\$153,793	\$336,861	\$59,000	\$395,861

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Move Record Center 0001-320-03

The department requests funding for the move and set-up Record Center from three locations to the Pepsi Bldg.

0001-320-518405-Records

\$59,000

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$59,000

0.00

\$0

General Services

Program Summary

Mailroom

The Mail room provides centralized handling of all internal and U.S. Postal Service mail pick up, sorting, delivery, metering and posting. This primary daily operation is often intermixed with the handling of special bulk mailings, UPS postings and other special mail-handling requirements. This centralization generates the volume necessary to obtain less costly pre sort rates, provides more timely delivery service to take advantage of interest earnings on incoming funds, and ensures that public funds are used most efficiently in regard to postal charges.

Operational planning Categories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$91,736	\$95,818	\$49,022	\$100,302	\$0	\$100,302
Benefits	\$25,229	\$32,384	\$14,179	\$42,922	\$0	\$42,922
Overtime/Comp Time	\$0	\$2,000	\$344	\$2,000	\$0	\$2,000
Supplies	\$2,738	\$4,450	\$3,719	\$4,450	\$0	\$4,450
Travel and Training	\$3,087	\$300	\$2,085	\$300	\$0	\$300
Other Services	\$982,796	\$1,115,168	\$606,319	\$1,115,168	\$0	\$1,115,168
<u>Total:</u>	<u>\$1,105,586</u>	<u>\$1,250,120</u>	<u>\$675,668</u>	<u>\$1,265,142</u>	<u>\$0</u>	<u>\$1,265,142</u>

General Services

Program Summary

Printing

The Print shop receives requests for copies from all departments. These requests are printed and the printed materials are delivered to the requesting department(s). The Print shop also provides services such as padding, collating, punching and direct delivery to the Mail room.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$198,166	\$187,876	\$109,486	\$199,726	\$0	\$199,726
Benefits	\$42,706	\$55,612	\$24,980	\$73,476	\$0	\$73,476
Overtime/Comp Time	\$2,964	\$3,000	\$2,565	\$3,000	\$0	\$3,000
Supplies	\$101,948	\$130,200	\$50,575	\$130,200	\$0	\$130,200
Professional Services	\$0	\$2,000	\$0	\$2,000	\$0	\$2,000
Travel and Training	\$0	\$400	\$0	\$400	\$0	\$400
Other Services	\$42,247	\$39,906	\$18,315	\$39,906	\$0	\$39,906
Total:	\$388,031	\$418,994	\$205,921	\$448,708	\$0	\$448,708

General Services

Program Summary

Purchasing

The Purchasing Division receives requests for all supplies, services, and equipment required by County departments. Purchasing staff then obtain pricing, select vendors, arrange for purchase, follow up on delivery, address complaints, and maintain working relationships with the associated vendors. Through centralized procurement and control, the department provides for the fair and equitable treatment of all persons involved in Clark County's purchasing process, maximizes the purchasing value of public funds, and provides safeguards for maintaining the system's quality and integrity.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$752,496	\$903,809	\$553,616	\$1,100,592	\$0	\$1,100,592
Benefits	\$164,459	\$251,538	\$134,068	\$354,435	\$0	\$354,435
Overtime/Comp Time	\$1,116	\$2,000	\$3,521	\$2,000	\$0	\$2,000
Supplies	\$18,029	\$24,340	\$16,464	\$24,340	\$0	\$24,340
Temporary Services	\$4,856	\$2,213	\$4,425	\$2,214	\$0	\$2,214
Professional Services	\$11,436	\$20,000	\$5,234	\$20,000	\$0	\$20,000
Travel and Training	\$4,129	\$3,000	\$3,447	\$3,000	\$4,000	\$7,000
Other Services	\$55,476	\$70,442	\$27,689	\$70,442	\$4,400	\$74,842
Total:	\$1,011,997	\$1,277,342	\$748,464	\$1,577,023	\$8,400	\$1,585,423

BUDGET ADJUSTMENTS:

		Expenditure	FTE	Revenue
INCREASE PW ER&R RATE	0001-320-02	PW ER&R INCREASE RATES		
0001-320-518401-Purchasing		\$4,400	0.00	\$0
PROFESSIONAL DEVELOPEMENT	0001-320-01			
0001-320-518401-Purchasing		\$4,000	0.00	\$0
BUDGET ADJUSTMENTS TOTAL:		\$8,400	0.00	\$0

General Services

Program Summary

Telecommunications

The Telecommunications Division provides centralized voice communication support, services and equipment. It maintains and installs all related equipment, monitors service levels, provides training and technical support, processes and monitors all associated costs, and monitors the telecommunication market to enable it to inform and advise County departments regarding ways to improve service levels.

Operational planning Categories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$137,342	\$202,265	\$75,966	\$144,770	\$0	\$144,770
Benefits	\$21,041	\$62,560	\$11,075	\$43,622	\$0	\$43,622
Overtime/Comp Time	\$140	\$0	\$14	\$0	\$0	\$0
Professional Services	\$9	\$2,000	\$229	\$2,000	\$0	\$2,000
Travel and Training	\$2,975	\$600	\$1,016	\$600	\$0	\$600
Other Services	\$19,474	\$25,812	\$12,711	\$25,812	\$0	\$25,812
<u>Total:</u>	<u>\$180,981</u>	<u>\$293,237</u>	<u>\$101,011</u>	<u>\$216,804</u>	<u>\$0</u>	<u>\$216,804</u>

Grounds Maintenance

Department Summary

This budget includes the cost of grounds maintenance for County Buildings in the area considered to be the "downtown campus." It includes the Courthouse, Franklin Center, 1408 Franklin, etc.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Grounds Maintenance	\$97,763	\$159,252	\$99,479	\$220,988	\$0	\$220,988
<u>Total:</u>	<u>\$97,763</u>	<u>\$159,252</u>	<u>\$99,479</u>	<u>\$220,988</u>	<u>\$0</u>	<u>\$220,988</u>
 <u>Expenditures By Obj. Category</u>						
Professional Services	\$97,763	\$159,252	\$99,479	\$220,988	\$0	\$220,988
<u>Total:</u>	<u>\$97,763</u>	<u>\$159,252</u>	<u>\$99,479</u>	<u>\$220,988</u>	<u>\$0</u>	<u>\$220,988</u>

Grounds Maintenance

Program Summary

Grounds Maintenance

This program provides grounds maintenance and landscaping services for the general fund facilities. This service is provided by the City County Parks Division on a reimbursable basis.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Professional Services	\$97,763	\$159,252	\$99,479	\$220,988	\$0	\$220,988
<u>Total:</u>	<u>\$97,763</u>	<u>\$159,252</u>	<u>\$99,479</u>	<u>\$220,988</u>	<u>\$0</u>	<u>\$220,988</u>

Human Resources

Department Summary

The Human Resources Department is responsible for all personnel functions of county government including recruitment, hiring, compensation, benefits, labor relations, employee relations, civil service, training and others. The missions of the department is to enhance the effectiveness with which the County hires, compensates and manages its employees in support of each department's goals.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
CCSO Testing 201	\$147,005	\$101,934	\$53,456	\$146,904	\$26,000	\$172,904
County Wide Programs	\$404,445	\$348,484	\$164,010	\$451,430	\$0	\$451,430
Human Resources Services	\$1,349,611	\$1,843,579	\$941,775	\$1,927,259	\$224,208	\$2,151,467
<u>Total:</u>	<u>\$1,901,061</u>	<u>\$2,293,997</u>	<u>\$1,159,241</u>	<u>\$2,525,593</u>	<u>\$250,208</u>	<u>\$2,775,801</u>

Expenditures By Obj. Category

Salaries, Regular	\$1,222,922	\$1,360,150	\$762,781	\$1,590,301	\$53,206	\$1,643,507
Benefits	\$261,371	\$381,827	\$144,772	\$433,272	\$36,996	\$470,268
Allowances	\$0	\$0	\$42	\$0	\$0	\$0
Overtime/Comp Time	\$14,452	\$6,000	\$3,519	\$5,000	\$0	\$5,000
Supplies	\$22,572	\$41,500	\$25,400	\$41,500	\$0	\$41,500
Temporary Services	\$59,717	\$55,000	\$28,064	\$55,000	\$0	\$55,000
Professional Services	\$168,538	\$286,728	\$113,087	\$236,728	\$128,000	\$364,728
Travel and Training	\$15,114	\$33,800	\$6,242	\$32,800	\$0	\$32,800
Other Services	\$136,375	\$128,992	\$75,334	\$130,992	\$32,006	\$162,998
<u>Total:</u>	<u>\$1,901,061</u>	<u>\$2,293,997</u>	<u>\$1,159,241</u>	<u>\$2,525,593</u>	<u>\$250,208</u>	<u>\$2,775,801</u>

Human Resources

Staffing Roster

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Program Manager II	1	HRS0001.Program Manager II		Speidel, Bruce E
Operational	Program Assistant	1	HRS0002.Program Assistant	1	Vergis, Maria T
Operational	Program Manager II	1	HRS0004.Program Manager II		Chislett, Carol R
Operational	Director, Human Resources	1	HRS0005.Director, Human Resources		Reis, Francine M
Operational	Office Assistant II	1	HRS0006.Office Assistant II	4	Martin, Arlene G
Operational	Human Resources Representative	1	HRS0007.Human Resources Representative		Alexander, Judy A
Operational	Human Resources Rep, Assoc	1	HRS0008.Human Resources Rep, Assoc		Back, Kathleen P
Operational	Program Manager II	1	HRS0009.Program Manager II		Bartlett, Kathryn
Operational	Office Assistant III	1	HRS0010.Office Assistant III	2	Rubanka, Denise G
Operational	Human Resources Rep, Assoc	.6	HRS0011.Human Resources Rep, Assoc		Coons, Cindy C
Operational	Office Assistant III	1	HRS0012.Office Assistant III		Baldassare, Pamela S
Operational	Dept Info Systems Coord I	1	HRS0013.Dept Info Systems Coord I		Hammrich, Jeremy W
Operational	Human Resources Representative	1	HRS0014.Human Resources Representative		Bourcier, Laura E
Operational	Program Coordinator II	1	HRS0802.Program Coordinator II		Hatch, Samantha
		13.6			

Human Resources

Program Summary

CCSO Testing 201

This program is responsible for recruiting and selecting most Sheriff's Office personnel and carrying out related administrative functions on behalf of the Civil Service Commissioner.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$117,707	\$76,462	\$41,983	\$110,472	\$0	\$110,472
Benefits	\$25,651	\$21,972	\$8,952	\$29,032	\$0	\$29,032
Overtime/Comp Time	\$521	\$0	\$17	\$0	\$0	\$0
Professional Services	\$2,435	\$2,700	\$1,670	\$2,700	\$26,000	\$28,700
Travel and Training	\$112	\$800	\$834	\$700	\$0	\$700
Other Services	\$579	\$0	\$0	\$4,000	\$0	\$4,000
Total:	\$147,005	\$101,934	\$53,456	\$146,904	\$26,000	\$172,904

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Outsource Civil Service Test 0001-310-01

Outsource Civil Service Recruitment and Testing to be compliant with current practices and requirements, and to free up staff time for other priorities.

0001-310-516201-Ccso Testing/Recruitment

\$26,000

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$26,000

0.00

\$0

Human Resources

Program Summary

County Wide Programs

This program encompasses a variety of distinct special programs administered by the department: the Employee Assistance Program; the Property Tax Work-off Program which assists low-income and disabled persons to meet County property tax obligations through temporary work; the Courthouse Information Booth which is staffed by retired volunteers; employee recognition programs; and county-wide Training Programs which provide training opportunities of county-wide application.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$181,570	\$108,938	\$69,020	\$180,700	\$0	\$180,700
Benefits	\$40,377	\$33,518	\$13,903	\$65,102	\$0	\$65,102
Allowances	\$0	\$0	\$29	\$0	\$0	\$0
Overtime/Comp Time	\$6,716	\$0	\$1,322	\$0	\$0	\$0
Supplies	\$2,337	\$10,000	\$6,676	\$10,000	\$0	\$10,000
Temporary Services	\$31,737	\$45,000	\$27,806	\$45,000	\$0	\$45,000
Professional Services	\$137,562	\$137,028	\$43,101	\$137,028	\$0	\$137,028
Travel and Training	\$385	\$4,000	\$0	\$3,600	\$0	\$3,600
Other Services	\$3,761	\$10,000	\$2,153	\$10,000	\$0	\$10,000
<u>Total:</u>	<u>\$404,445</u>	<u>\$348,484</u>	<u>\$164,010</u>	<u>\$451,430</u>	<u>\$0</u>	<u>\$451,430</u>

Human Resources

Program Summary

Human Resources Services

Provide professional services, programs and advice regarding all employment-related matters. Manage labor relations (12 bargaining units) and employee relations. Recommend policies and design and manage programs to select high-quality employees, to enhance the workplace, to treat employees fairly, and to provide total compensation packages that are competitive and cost effective. To ensure employment conditions meet legal compliance.

Operational planning Categories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$923,645	\$1,174,750	\$651,778	\$1,299,129	\$53,206	\$1,352,335
Benefits	\$195,343	\$326,337	\$121,917	\$339,138	\$36,996	\$376,134
Allowances	\$0	\$0	\$13	\$0	\$0	\$0
Overtime/Comp Time	\$7,215	\$6,000	\$2,180	\$5,000	\$0	\$5,000
Supplies	\$20,235	\$31,500	\$18,724	\$31,500	\$0	\$31,500
Temporary Services	\$27,980	\$10,000	\$258	\$10,000	\$0	\$10,000
Professional Services	\$28,541	\$147,000	\$68,316	\$97,000	\$102,000	\$199,000
Travel and Training	\$14,617	\$29,000	\$5,408	\$28,500	\$0	\$28,500
Other Services	\$132,035	\$118,992	\$73,181	\$116,992	\$32,006	\$148,998
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Total:	\$1,349,611	\$1,843,579	\$941,775	\$1,927,259	\$224,208	\$2,151,467

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

I-Recruitment Software 0001.310.03

Request for web-based on-line recruitment software from Oracle to integrate into the HRMS application. The iRecruitment program is a full-cycle solution to give managers, recruiters, and candidates the ability to manage every phase of finding, recruiting, hiring, and tracking new employees. This internet based application will replace paper applications for those applicants who use the system, shift day to day work by automating the data entry process and manual mailing of information. Additionally, the system will provide improved reporting abilities, faster identification of applicants, and allow applicants to update information and be informed of new openings. It will also provide concise information for EEO reporting purposes. The one time cost for this program will greatly reduce HR's staffing shortage throughout the department, and provide applicant information to County department's in a more timely manner.

0001-310-516101-Human Resource Services

\$32,006 0.00 \$0

Increase OAll Full Time 0001-310-02

Request for a full time OAll position in replace of the OAll Project position from the 03-04 budget. This position has been funded through salary savings from the HR Assistant Rep position no. HRS.0011, and we would fund the OAll regular position in the same manner. The projected annual salary for this position is \$26,603, and the salary savings from the HR Asst. Rep position is approximately \$20,107 annually. This represents an added cost for the regular full time OAll position of \$6496. Employee benefit costs added to the position are life and LTD premiums representing approximately \$250 annually. The additional costs above the HR Asst. Rep salary savings can be covered through line item adjustments in other categories.

The need for this position arises from customer service demands, legal reporting requirements, FMS data entry and maintenance, and other administrative support to the HR Representatives.

0001-310-516101-Human Resource Services

\$90,202 1.00 \$0

Prof. Svs - AON 0001-310-04

This request increases the HR budget to cover the fees for the AON Employee Benefit Consulting Services contract.

0001-310-516105-Department Operations

\$102,000 0.00 \$0

BUDGET ADJUSTMENTS TOTAL:

\$224,208 1.00 \$0

MDC & Radio ER&R**Department Summary**

The department is responsible for collecting funds to pay for the repair and replacement of Mobile Data Computers (MDCs) and 800 MHz radios used by the Clark County Sheriff's Office and other County departments.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Repair and Replacement of MDC and Radio	\$473,908	\$80,000	\$28,466	\$80,000	\$0	\$80,000
<u>Total:</u>	<u>\$473,908</u>	<u>\$80,000</u>	<u>\$28,466</u>	<u>\$80,000</u>	<u>\$0</u>	<u>\$80,000</u>
 <u>Expenditures By Obj. Category</u>						
Supplies	\$473,908	\$80,000	\$399	\$80,000	\$0	\$80,000
Other Services	\$0	\$0	\$27,760	\$0	\$0	\$0
Debt Service and Interest	\$0	\$0	\$307	\$0	\$0	\$0
<u>Total:</u>	<u>\$473,908</u>	<u>\$80,000</u>	<u>\$28,466</u>	<u>\$80,000</u>	<u>\$0</u>	<u>\$80,000</u>

MDC & Radio ER&R

Program Summary

Repair and Replacement of MDC and Radio

This program is responsible for the repair and replacement of the County's Mobile Data Computers (MDCs) and 800 MHz Radios used by the Clark County Sheriff's Office and other County departments.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$473,908	\$80,000	\$399	\$80,000	\$0	\$80,000
Other Services	\$0	\$0	\$27,760	\$0	\$0	\$0
Debt Service and Interest	\$0	\$0	\$307	\$0	\$0	\$0
<u>Total:</u>	<u>\$473,908</u>	<u>\$80,000</u>	<u>\$28,466</u>	<u>\$80,000</u>	<u>\$0</u>	<u>\$80,000</u>

Major Maintenance Reserve - General

Department Summary

The Major Maintenance Reserve Fund (5193) was established during 1995 under the control of the Office of Budget to manage the reserves generated by both the existing and the proposed programs with funding coming from the General Fund (0001), the ER & R Fund (5091), the Road Fund (1012) and the Road Operations Fund (5095). Expenditures will be for project costs incurred by the service provider in accordance with the long term maintenance programs. The long term programs will include a contingency element which will enable changes to the annual program to be made by the County Administrator with the overall budget appropriations. The projects in this department relate specifically to general government facilities mostly in the downtown campus area.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Major Maintenance Reserve - General	\$77,734	\$0	\$101,334	\$0	\$0	\$0
<u>Total:</u>	<u>\$77,734</u>	<u>\$0</u>	<u>\$101,334</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
 <u>Expenditures By Obj. Category</u>						
Other Services	\$77,734	\$0	\$101,334	\$0	\$0	\$0
<u>Total:</u>	<u>\$77,734</u>	<u>\$0</u>	<u>\$101,334</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Major Maintenance Reserve - General

Program Summary

Major Maintenance Reserve - General

This program represents both reserves and expenditures for major maintenance projects for the Facilities Management function within the general government structure.

[Operational planning Cagories](#)

Purpose: Discretionary

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Other Services	\$77,734	\$0	\$101,334	\$0	\$0	\$0
<u>Total:</u>	<u>\$77,734</u>	<u>\$0</u>	<u>\$101,334</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Office of Budget and Information Services**Department Summary**

The Office of Budget and Information Services (OBIS) is responsible for the County's budgeting, financial planning, and information technology functions. The budget division works with the Board of County Commissioners and county departments to develop the county budget, long-term financial projections, and operational policies. The information services division manages the technology infrastructure, including network, servers, software applications, programmers and other staff, for county departments, the City of Vancouver, and other participating agencies.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Expenditures by Program	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Capital Planning	\$29,196	\$0	\$0	\$0	\$0	\$0
Data Circuits	\$403,588	\$563,012	\$265,927	\$506,200	\$96,000	\$602,200
GF Systems and Programming	\$3,512,611	\$4,557,162	\$2,224,917	\$4,861,146	\$381,700	\$5,242,846
Help Desk	\$603,880	\$819,690	\$317,445	\$645,565	\$0	\$645,565
IS Administration	\$1,820,021	\$2,757,092	\$2,426,049	\$1,268,628	\$150,000	\$1,418,628
Maintenance Agreements	\$858,038	\$808,428	\$537,545	\$813,200	\$0	\$813,200
Network Communications-OBIS	\$2,292,143	\$1,699,216	\$985,256	\$2,363,196	\$504,000	\$2,867,196
OBIS Operations	\$645,070	\$466,234	\$266,825	\$577,725	\$0	\$577,725
Office of Budget	\$973,450	\$1,207,920	\$466,538	\$1,200,131	\$0	\$1,200,131
Software Licenses	\$1,187,151	\$1,113,834	\$636,575	\$1,113,834	\$253,516	\$1,367,350
System Administration	\$1,214,290	\$1,452,286	\$739,685	\$954,856	\$0	\$954,856
Technology Projects	\$25,736	\$0	\$0	\$0	\$0	\$0
Total:	\$13,565,174	\$15,444,874	\$8,866,762	\$14,304,481	\$1,385,216	\$15,689,697

Expenditures By Obj. Category

Salaries, Regular	\$6,256,133	\$7,257,139	\$3,668,503	\$7,630,950	\$132,372	\$7,763,322
Benefits	\$1,153,664	\$1,654,179	\$689,040	\$2,139,975	\$38,928	\$2,178,903
Allowances	\$385	\$0	\$154	\$200	\$0	\$200
Overtime/Comp Time	\$244,014	\$190,328	\$151,964	\$297,800	\$0	\$297,800
Supplies	\$2,314,066	\$1,917,536	\$1,153,659	\$1,842,734	\$582,516	\$2,425,250
Temporary Services	\$125,651	\$151,440	\$72,571	\$52,700	\$0	\$52,700
Professional Services	\$1,082,984	\$930,630	\$330,005	\$606,826	\$581,400	\$1,188,226
Travel and Training	\$225,978	\$236,448	\$108,379	\$202,328	\$50,000	\$252,328
Other Services	\$1,410,827	\$1,068,260	\$691,201	\$1,528,396	\$0	\$1,528,396
Internal Charges	\$0	\$2,572	\$1,286	\$2,572	\$0	\$2,572
Transfers	\$751,472	\$2,000,000	\$2,000,000	\$0	\$0	\$0
Total:	\$13,565,174	\$15,444,874	\$8,866,762	\$14,304,481	\$1,385,216	\$15,689,697

Office of Budget and Information Services

Staffing Roster

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Director Budget & IS	1	BUD0001.Director Budget & IS		Olson, Glenn
Operational	Management Analyst, Senior	1	BUD0003.Management Analyst, Senior		Stevens, Robert M
Operational	Management Analyst, Senior	1	BUD0004.Management Analyst, Senior		Ramras, Natalya Y
Operational	Office Assistant III	1	BUD0006.Office Assistant III	6	Boman, Lisa A
Operational	Deputy Director Budget	1	BUD0007.Deputy Director Budget		Dickman, James J
Operational	Programmer Analyst, Princ	1	BUD0008.Programmer Analyst, Princ	7	Parker, Larry L
Operational	Department Finance Manager	1	BUD0009.Department Finance Manager		Munn, Gregory A
Operational	Information Technology Mgr III	1	BUD0010.Information Technology Mgr III		Collings, Raymond G
Operational	Information Technology Mgr III	1	BUD0011.Information Technology Mgr III		Robertson, Nathan A.
Operational	Information Tech Assistant	1	BUD0012.Information Tech Assistant	6	Johnston, Sandra L.
Operational	IT Accounting Assistant	1	BUD0013.IT Accounting Assistant	6	Hunt, Margaret D
Operational	Information Tech Supervisor	1	BUD0014.Information Tech Supervisor		Fisher, Karen D.
Operational	Computer Operator, Sr	1	BUD0015.Computer Operator, Sr	6	Browne King, Connie Jo
Operational	Computer Operator, Sr	1	BUD0016.Computer Operator, Sr	6	Gammelgard, Lee O
Operational	Network Administrator, Sr	1	BUD0017.Network Administrator, Sr	6	Vidito, Michael J
Operational	Network Administrator, Princ	1	BUD0018.Network Administrator, Princ	6	Schnelle, Richard C
Operational	Programmer Analyst, Princ	1	BUD0019.Programmer Analyst, Princ	7	Schafer, Patricia M.
Operational	Programmer Analyst, Princ	1	BUD0020.Programmer Analyst, Princ	7	Skehan, William E.
Operational	Programmer Analyst, Princ	1	BUD0021.Programmer Analyst, Princ	7	Howells, Harold
Operational	Programmer Analyst, Princ	1	BUD0022.Programmer Analyst, Princ	6	Johnson, Stephen L
Operational	Programmer Analyst, Sr	1	BUD0023.Programmer Analyst, Sr	7	Hymas, Duane
Operational	Programmer Analyst, Sr	1	BUD0024.Programmer Analyst, Sr	7	Renon, Florentino
Operational	Database Administrator, Princ	1	BUD0025.Database Administrator, Princ	6	Vuu, Loann T
Operational	Programmer Analyst, Sr	1	BUD0026.Programmer Analyst, Sr	7	Oaks, Harold D
Operational	Programmer Analyst, Sr	1	BUD0027.Programmer Analyst, Sr	7	Choteau, Marian A
Operational	Systems Administrator, Sr	1	BUD0028.Systems Administrator, Sr	6	Buss, Richard W
Operational	Systems Administrator, Sr	1	BUD0029.Systems Administrator, Sr	6	Gerke, Paul K
Operational	Systems Administrator, Sr	1	BUD0030.Systems Administrator, Sr	6	Rankin, Richard D.
Operational	Programmer Analyst, Sr	1	BUD0031.Programmer Analyst, Sr	7	Donaldson, Kevin S
Operational	Systems Administrator, Sr	1	BUD0032.Systems Administrator, Sr	6	Powell, Kenneth C
Operational	Deputy Dir Budget & IS	1	BUD0033.Deputy Dir Budget & IS		Scheuch, David M.
Operational	Help Desk Technician	1	BUD0034.Help Desk Technician	3	Hsiao, Yin-Chuan J
Operational	Systems Administrator, Sr	1	BUD0035.Systems Administrator, Sr	5	Bacon, David M
Operational	Database Administrator, Princ	1	BUD0036.Database Administrator, Princ	6	Harrington, Mark C
Operational	Programmer Analyst, Sr	1	BUD0037.Programmer Analyst, Sr	5	Ganga, Venu
Operational	Information Technology Mgr I	1	BUD0038.Information Technology Mgr I		Arndt, Steven R
Operational	Help Desk Technician	1	BUD0039.Help Desk Technician	2	Woodrow, William J
Operational	Help Desk Technician	1	BUD0040.Help Desk Technician	4	Alonzo, Lou
Operational	Management Analyst, Senior	1	BUD0041.Management Analyst, Senior		Scarpelli, Paul A
Operational	Database Administrator, Sr	1	BUD0042.Database Administrator, Sr	5	Hickel, Edward J
Operational	Systems Administrator, Sr	1	BUD0043.Systems Administrator, Sr	5	Green, Lisa M
Operational	Programmer Analyst, Sr	1	BUD0044.Programmer Analyst, Sr	3	Vantrease, Richard L
Operational	Systems Administrator, Sr	1	BUD0045.Systems Administrator, Sr	5	Strano, Giovanni R
Operational	Programmer Analyst, Sr	1	BUD0046.Programmer Analyst, Sr	5	Sines, Phyllis C
Operational	Systems Administrator, Sr	1	BUD0047.Systems Administrator, Sr	6	Wilkerson, Victor L
Operational	Technical Support Spec, Sr	1	BUD0049.Technical Support Spec, Sr	6	Jacobson, Bill L.
Operational	Programmer Analyst, Sr	1	BUD0050.Programmer Analyst, Sr	6	Flaherty, Samuel H
Operational	Programmer Analyst, Sr	1	BUD0051.Programmer Analyst, Sr	5	Swayam, Venkata S
Operational	Programmer Analyst, Sr	1	BUD0052.Programmer Analyst, Sr	5	Scott, Philip B
Operational	Network Administrator, Princ	1	BUD0054.Network Administrator, Princ	3	Lichty, Alan S
Operational	Programmer Analyst, Sr	1	BUD0048.Programmer Analyst, Sr	1	
Operational	Programmer Analyst, Sr	1	BUD0055.Programmer Analyst, Sr	1	
Operational	Management Analyst, Senior	1	BUD0056.Management Analyst, Senior		

Office of Budget and Information Services

Program Summary

Capital Planning

This program is established to facilitate the planning of capital projects for the county as a whole. This includes transportation, water quality /stormwater drainage, government buildings, including detention, parks, etc. Business plans are developed for projects and departments. In addition, revenue sources are identified and planned.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$25,158	\$0	\$0	\$0	\$0	\$0
Benefits	\$4,038	\$0	\$0	\$0	\$0	\$0
Total:	<u>\$29,196</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Office of Budget and Information Services

Program Summary

Data Circuits

Data circuits are purchased from an outside carrier and provide for a data connection between one location and another, including the internet. This is an IS function that budgets for and collects costs associated with this activity.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Professional Services	\$400,118	\$558,628	\$265,927	\$506,200	\$96,000	\$602,200
Other Services	\$3,470	\$4,384	\$0	\$0	\$0	\$0
Total:	\$403,588	\$563,012	\$265,927	\$506,200	\$96,000	\$602,200

BUDGET ADJUSTMENTS:

		Expenditure	FTE	Revenue
Second Internet Connection	0001-305-812-01	This item will add a 2nd connection to the internet for redundancy.		
0001-305-518812-Circuits		\$96,000	0.00	\$0
BUDGET ADJUSTMENTS TOTAL:		\$96,000	0.00	\$0

Office of Budget and Information Services**Program Summary****GF Systems and Programming**

Systems and Programming provides application and programming support to critical systems including financial systems (payroll and general ledger system), law and justice systems (jail records and databases, case tracking, and 911 Emergency Dispatch.

[Operational planning Cagories](#)

Purpose: Essential

Scope: Regional (County-wide)

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$2,458,857	\$3,401,838	\$1,684,982	\$3,499,256	\$132,372	\$3,631,628
Benefits	\$433,785	\$734,422	\$314,297	\$963,498	\$38,928	\$1,002,426
Allowances	\$14	\$0	\$0	\$0	\$0	\$0
Overtime/Comp Time	\$61,921	\$38,516	\$55,296	\$116,700	\$0	\$116,700
Supplies	\$37,849	\$33,794	\$31,992	\$53,200	\$0	\$53,200
Temporary Services	\$90,473	\$114,284	\$1,467	\$2,100	\$0	\$2,100
Professional Services	\$280,329	\$44,242	\$51,403	\$73,700	\$160,400	\$234,100
Travel and Training	\$107,152	\$113,702	\$52,752	\$86,800	\$50,000	\$136,800
Other Services	\$42,231	\$76,364	\$32,728	\$65,892	\$0	\$65,892
Total:	\$3,512,611	\$4,557,162	\$2,224,917	\$4,861,146	\$381,700	\$5,242,846

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Increase Professional Services 0001-305-860-04

Increase systems and programming professional services budget.

0001-305-518860-Systems And Programing

\$145,400

0.00

\$0

New Programmer/Analyst FTE 0001-305-860-03

Add one new Senior Programmer/Analyst position to support the county-wide Imaging Application program and service.

0001-305-518860-Systems And Programing

\$171,300

1.00

\$0

Oracle Site Analysis 0001-305-860-01

This item will provide a site analysis of our Oracle database and application systems. The end result of this analysis will be a report that details our overall system performance, its security, and if discovered, areas of technical support which need improvements.

0001-305-518860-Systems And Programing

\$15,000

0.00

\$0

Transition Planning & Training 0001-305-860-02

This item requests one-time funding for training dollars to facilitate the successful transition of staff to new technology-based software applications.

0001-305-518860-Systems And Programing

\$50,000

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$381,700

1.00

\$0

Office of Budget and Information Services**Program Summary****Help Desk**

The help desk provides county, City of Vancouver, and other regional service customers telephone support for PC and network related problems and is the centralized clearinghouse of information on system status.

[Operational planning Categories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$412,595	\$541,416	\$211,095	\$437,601	\$0	\$437,601
Benefits	\$90,403	\$149,918	\$48,468	\$141,004	\$0	\$141,004
Overtime/Comp Time	\$4,766	\$4,692	\$2,567	\$5,700	\$0	\$5,700
Supplies	\$51,551	\$44,420	\$5,894	\$27,100	\$0	\$27,100
Temporary Services	\$13,845	\$27,758	\$40,271	\$12,000	\$0	\$12,000
Professional Services	\$15,463	\$16,674	\$547	\$800	\$0	\$800
Travel and Training	\$13,148	\$12,504	\$579	\$1,300	\$0	\$1,300
Other Services	\$2,109	\$22,308	\$8,024	\$20,060	\$0	\$20,060
Total:	\$603,880	\$819,690	\$317,445	\$645,565	\$0	\$645,565

Office of Budget and Information Services**Program Summary****IS Administration**

IS administration provides administrative support to OBIS staff, plans and implements technology services, project management, and financial management.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$557,445	\$505,848	\$269,334	\$519,856	\$0	\$519,856
Benefits	\$108,009	\$129,480	\$51,964	\$160,474	\$0	\$160,474
Overtime/Comp Time	\$1,267	\$298	\$586	\$1,000	\$0	\$1,000
Supplies	\$28,067	\$24,658	\$16,093	\$25,200	\$0	\$25,200
Temporary Services	\$12,185	\$4,398	\$10,098	\$4,300	\$0	\$4,300
Professional Services	\$7,020	\$2,366	\$460	\$2,300	\$150,000	\$152,300
Travel and Training	\$9,627	\$6,334	\$1,307	\$2,500	\$0	\$2,500
Other Services	\$344,929	\$81,138	\$74,921	\$550,426	\$0	\$550,426
Internal Charges	\$0	\$2,572	\$1,286	\$2,572	\$0	\$2,572
Transfers	\$751,472	\$2,000,000	\$2,000,000	\$0	\$0	\$0
Total:	\$1,820,021	\$2,757,092	\$2,426,049	\$1,268,628	\$150,000	\$1,418,628

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Update Strategic IS Plan 0001-305-810-01

This item will update the County's information technology strategic plan.

0001-305-518810-Administrative Support

\$150,000

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$150,000

0.00

\$0

Office of Budget and Information Services

Program Summary

Maintenance Agreements

Maintenance agreements are purchased from an outside vendor and provide long-term (greater than one year) maintenance on county owned server and related hardware. This is an IS function that budgets for and collects costs associated with this activity.

[Operational planning Cagories](#)

Purpose: Essential

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$392	\$29,926	\$0	\$0	\$0	\$0
Other Services	\$857,646	\$778,502	\$537,545	\$813,200	\$0	\$813,200
<u>Total:</u>	<u>\$858,038</u>	<u>\$808,428</u>	<u>\$537,545</u>	<u>\$813,200</u>	<u>\$0</u>	<u>\$813,200</u>

Office of Budget and Information Services**Program Summary****Network Communications-OBIS**

Network communications provides the installation, maintenance, and repair of the equipment (switches, routers, hubs, etc.) that connect server computers to desktop computers and peripherals.

[Operational planning Cagories](#)

Purpose:

Scope:

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$817,253	\$647,949	\$429,293	\$1,343,063	\$0	\$1,343,063
Benefits	\$149,044	\$147,425	\$78,019	\$366,899	\$0	\$366,899
Allowances	\$203	\$0	\$84	\$100	\$0	\$100
Overtime/Comp Time	\$78,169	\$69,712	\$35,331	\$64,600	\$0	\$64,600
Supplies	\$921,347	\$478,878	\$388,012	\$487,700	\$329,000	\$816,700
Temporary Services	\$5,790	\$0	\$20,735	\$29,300	\$0	\$29,300
Professional Services	\$229,553	\$258,832	\$7,656	\$10,900	\$175,000	\$185,900
Travel and Training	\$35,498	\$36,450	\$19,183	\$46,100	\$0	\$46,100
Other Services	\$55,286	\$23,628	\$6,943	\$14,534	\$0	\$14,534
Capital Expenditures	\$0	\$36,342	\$0	\$0	\$0	\$0
Total:	\$2,292,143	\$1,699,216	\$985,256	\$2,363,196	\$504,000	\$2,867,196

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Network Equipment R&R 0001-305-870-01

This item requests to increase funding for repair and replacement of computer network infrastructure equipment.

0001-305-518870-Network (C0Re Tech.)

\$329,000 0.00 \$0

Network Security Enhancements 0001-305-870-02

With the Enterprise Security Analysis and HIPAA security projects being completed in 2004, there is the need to implement the most priority of recommendations from these two projects.

0001-305-518870-Network (C0Re Tech.)

\$175,000 0.00 \$0

BUDGET ADJUSTMENTS TOTAL:

\$504,000 0.00 \$0

Office of Budget and Information Services**Program Summary****OBIS Operations**

Operations provides all database processing of reports and data storage, backup and retrieval for all County departments. Operations maintains data security with a comprehensive tape back-up system that is processed daily.

Operational planning Cagories

Purpose: Essential

Scope: Regional (County-wide)

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$315,248	\$192,560	\$161,084	\$348,876	\$0	\$348,876
Benefits	\$61,840	\$54,644	\$32,252	\$94,613	\$0	\$94,613
Allowances	\$14	\$0	\$7	\$0	\$0	\$0
Overtime/Comp Time	\$2,074	\$1,726	\$319	\$700	\$0	\$700
Supplies	\$163,009	\$154,906	\$65,121	\$117,300	\$0	\$117,300
Temporary Services	\$307	\$0	\$0	\$0	\$0	\$0
Professional Services	\$31,276	\$39,506	\$990	\$2,800	\$0	\$2,800
Travel and Training	\$37	\$46	\$1,034	\$1,400	\$0	\$1,400
Other Services	\$71,265	\$22,846	\$6,018	\$12,036	\$0	\$12,036
Total:	<u>\$645,070</u>	<u>\$466,234</u>	<u>\$266,825</u>	<u>\$577,725</u>	<u>\$0</u>	<u>\$577,725</u>

Office of Budget and Information Services

Program Summary

Office of Budget

The Office of Budget is organized to establish, monitor and amend the operating and capital budgets for Clark County pursuant to Washington State Law. Functions include facilitating the long range planning, operational planning, budgeting and performance measuring/benchmarking processes for the County. The office is also responsible for involving the community in planning and budgeting.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$778,360	\$921,576	\$372,823	\$883,382	\$0	\$883,382
Benefits	\$141,595	\$227,330	\$65,500	\$257,735	\$0	\$257,735
Supplies	\$8,609	\$8,900	\$4,334	\$8,900	\$0	\$8,900
Temporary Services	\$3,051	\$5,000	\$0	\$5,000	\$0	\$5,000
Professional Services	\$3,154	\$8,626	\$1,972	\$8,626	\$0	\$8,626
Travel and Training	\$13,378	\$14,028	\$9,331	\$14,028	\$0	\$14,028
Other Services	\$25,303	\$22,460	\$12,578	\$22,460	\$0	\$22,460
Total:	<u>\$973,450</u>	<u>\$1,207,920</u>	<u>\$466,538</u>	<u>\$1,200,131</u>	<u>\$0</u>	<u>\$1,200,131</u>

Office of Budget and Information Services**Program Summary****Software Licenses**

Software vendors usually charge a maintenance or licensing fee in exchange for periodic support and application upgrades. This is an IS function that budgets for and collects costs associated with system-wide software applications and database licensing and maintenance.

[Operational planning Cagories](#)

Purpose: Essential

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$1,073,093	\$1,113,834	\$636,575	\$1,113,834	\$253,516	\$1,367,350
Professional Services	\$114,058	\$0	\$0	\$0	\$0	\$0
Total:	\$1,187,151	\$1,113,834	\$636,575	\$1,113,834	\$253,516	\$1,367,350

BUDGET ADJUSTMENTS:

		Expenditure	FTE	Revenue
Annual Software Licensing Incr	0001-305-816-02	Annual increases to software licensing costs.		
0001-305-518816-Software License		\$123,266	0.00	\$0
MPE Upgrade Licensing	0001-305-816-03	In 2003 a project was approved to replace and upgrade MPE server equipment to provide a stable platform through system end of life (2006). One of the older servers was kept and upgraded. The additional licensing cost for IX/Powerhouse reporting is \$9,400 per year plus tax. This item requests to add \$20,250 as a one time expense in 2005/06.		
0001-305-518816-Software License		\$20,250	0.00	\$0
Software Source Control System	0001-305-816-01	This software is used for tracking all programming changes for auditing programming changes for all applications including the county financials.		
		This request includes software acquisition costs (one time) for \$100,000 in 2005 plus annual software maintenance (ongoing) of \$10,000 per year beginning 2006.		
0001-305-518816-Software License		\$110,000	0.00	\$0
BUDGET ADJUSTMENTS TOTAL:		\$253,516	0.00	\$0

Office of Budget and Information Services**Program Summary****System Administration**

Systems administrators are responsible for the architecture, design, installation and operation of the function of the overall network.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$871,283	\$1,045,952	\$539,892	\$598,916	\$0	\$598,916
Benefits	\$161,877	\$210,960	\$98,540	\$155,752	\$0	\$155,752
Allowances	\$154	\$0	\$63	\$100	\$0	\$100
Overtime/Comp Time	\$94,391	\$75,384	\$57,865	\$109,100	\$0	\$109,100
Supplies	\$30,149	\$28,220	\$5,638	\$9,500	\$0	\$9,500
Professional Services	\$1,389	\$1,756	\$1,050	\$1,500	\$0	\$1,500
Travel and Training	\$47,138	\$53,384	\$24,193	\$50,200	\$0	\$50,200
Other Services	\$7,909	\$36,630	\$12,444	\$29,788	\$0	\$29,788
Total:	\$1,214,290	\$1,452,286	\$739,685	\$954,856	\$0	\$954,856

Office of Budget and Information Services

Program Summary

Technology Projects

This program provides IS with the ability to track county technology projects. Costs for such projects may be budgeted within IS and reimbursed by the user department. This program is used for approved decision packages that were initiated by other County departments

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$19,934	\$0	\$0	\$0	\$0	\$0
Benefits	\$3,073	\$0	\$0	\$0	\$0	\$0
Overtime/Comp Time	\$1,426	\$0	\$0	\$0	\$0	\$0
Professional Services	\$624	\$0	\$0	\$0	\$0	\$0
Other Services	\$679	\$0	\$0	\$0	\$0	\$0
Total:	<u>\$25,736</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Public Information and Outreach

Department Summary

The Public Information and Outreach office (PIO) provides citizens with accurate, comprehensive information about county services, activities, and issues. In addition, the PIO office serves as a resource for elected officials' offices and other county departments in developing strategies and materials that promote effective communication and outreach with the public. The Neighborhood Outreach Program is an important component of that effort, enhancing community dialogue, partnerships, and problem-solving. The PIO office serves as the lead public information officer for the Emergency Coordination Center in the event of a natural disaster or emergency, and is responsible for establishing procedures and coordinating with other intergovernmental agencies and municipalities within Clark County.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Communications	\$856,694	\$773,455	\$488,675	\$925,689	\$20,000	\$945,689
Neighborhood Outreach	\$19,852	\$161,264	\$8,655	\$20,156	\$0	\$20,156
<u>Total:</u>	<u>\$876,546</u>	<u>\$934,719</u>	<u>\$497,330</u>	<u>\$945,845</u>	<u>\$20,000</u>	<u>\$965,845</u>

Expenditures By Obj. Category

Salaries, Regular	\$666,879	\$676,764	\$385,330	\$670,259	\$0	\$670,259
Benefits	\$124,259	\$166,765	\$72,360	\$185,046	\$0	\$185,046
Supplies	\$23,961	\$22,794	\$6,972	\$22,794	\$0	\$22,794
Temporary Services	\$10,863	\$9,850	\$7,242	\$9,850	\$0	\$9,850
Professional Services	\$7,878	\$16,000	\$1,490	\$16,000	\$20,000	\$36,000
Travel and Training	\$12,897	\$12,498	\$6,395	\$12,498	\$0	\$12,498
Other Services	\$29,809	\$30,048	\$17,541	\$29,398	\$0	\$29,398
<u>Total:</u>	<u>\$876,546</u>	<u>\$934,719</u>	<u>\$497,330</u>	<u>\$945,845</u>	<u>\$20,000</u>	<u>\$965,845</u>

Public Information and Outreach**Staffing Roster**

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Director, Pub Info & Outreach	1	DCR0001.Director, Pub Info & Outreach	6	Forney, Lianne
Operational	Communication Specialist	1	DCR0002.Communication Specialist		Gordon, Nancy A
Operational	Administrative Assistant	1	DCR0003.Administrative Assistant		Pace, Terrie L
Operational	Graphics Communication Spec	1	DCR0004.Graphics Communication Spec		Leonard, Jane C
Operational	Program Coordinator I	1	DCR0005.Program Coordinator I		Gaya, Holly J
Operational	Communications Specialist, Sr	1	DCR0006.Communications Specialist, Sr		Finch, Susan H
		<u>6</u>			

Public Information and Outreach

Program Summary

Communications

This program offers assistance and advice to county staff in developing communications strategies that inform citizens and that enhance interaction and dialogue between county government and the public. Staff in this program also develop and produce many of the materials that comprise the county's public information effort.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$666,879	\$572,344	\$385,330	\$670,259	\$0	\$670,259
Benefits	\$124,259	\$130,077	\$72,360	\$185,046	\$0	\$185,046
Supplies	\$20,738	\$17,694	\$5,141	\$17,694	\$0	\$17,694
Temporary Services	\$2,697	\$3,000	\$3,618	\$3,000	\$0	\$3,000
Professional Services	\$6,700	\$15,000	\$1,150	\$15,000	\$20,000	\$35,000
Travel and Training	\$8,212	\$7,298	\$4,538	\$7,298	\$0	\$7,298
Other Services	\$27,209	\$28,042	\$16,538	\$27,392	\$0	\$27,392
Total:	\$856,694	\$773,455	\$488,675	\$925,689	\$20,000	\$945,689

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Reallocate Youth Town Hall 0001-340-01

This proposal would reallocate current General Fund funding for the Youth Town Hall program from fund 1934 to PIO office.

0001-340-513150-Administration

\$20,000

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$20,000

0.00

\$0

Public Information and Outreach

Program Summary

Neighborhood Outreach

This program provides services to neighborhood associations participating in the Neighborhood Outreach Program. It provides opportunities for county government and neighborhood associations to create partnerships that maintain or enhance the livability within a geographic boundary. It also provides support and expertise to county departments in developing effective citizen participation opportunities with county neighborhoods.

Operational planning Cagories

Purpose: Support

Scope: Regional (County-wide)

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$0	\$104,420	\$0	\$0	\$0	\$0
Benefits	\$0	\$36,688	\$0	\$0	\$0	\$0
Supplies	\$3,223	\$5,100	\$1,831	\$5,100	\$0	\$5,100
Temporary Services	\$8,166	\$6,850	\$3,624	\$6,850	\$0	\$6,850
Professional Services	\$1,178	\$1,000	\$340	\$1,000	\$0	\$1,000
Travel and Training	\$4,685	\$5,200	\$1,857	\$5,200	\$0	\$5,200
Other Services	\$2,600	\$2,006	\$1,003	\$2,006	\$0	\$2,006
<u>Total:</u>	<u>\$19,852</u>	<u>\$161,264</u>	<u>\$8,655</u>	<u>\$20,156</u>	<u>\$0</u>	<u>\$20,156</u>

Risk Management

Department Summary

The Risk Management department has overall responsibility for the County's self-insurance program. It manages the County's General Liability Reserve Fund and recommends reserve levels both for specific claims and for unknown liabilities. The department is also responsible for loss control and responds to the scene of injuries and other potential liabilities.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Risk Management	\$579,087	\$558,254	\$291,996	\$584,037	\$82,548	\$666,585
<u>Total:</u>	<u>\$579,087</u>	<u>\$558,254</u>	<u>\$291,996</u>	<u>\$584,037</u>	<u>\$82,548</u>	<u>\$666,585</u>
 <u>Expenditures By Obj. Category</u>						
Salaries, Regular	\$425,530	\$412,762	\$225,353	\$425,244	\$0	\$425,244
Benefits	\$83,781	\$109,724	\$45,821	\$128,421	\$0	\$128,421
Overtime/Comp Time	\$7,130	\$0	\$4,410	\$0	\$0	\$0
Supplies	\$40,616	\$12,146	\$5,691	\$11,750	\$74,500	\$86,250
Professional Services	\$1,818	\$7,650	\$2,178	\$2,650	\$0	\$2,650
Travel and Training	\$3,782	\$3,250	\$1,685	\$3,250	\$550	\$3,800
Other Services	\$16,430	\$12,722	\$6,858	\$12,722	\$7,498	\$20,220
<u>Total:</u>	<u>\$579,087</u>	<u>\$558,254</u>	<u>\$291,996</u>	<u>\$584,037</u>	<u>\$82,548</u>	<u>\$666,585</u>

Risk Management**Staffing Roster**

Position Status	Job	FTE	Title	Grade Step	Employee
Operational	Risk Manager	1	LOS0001.Risk Manager		Pavone, Edward Michael
Operational	Program Assistant	1	LOS0002.Program Assistant	6	Hasler, Connie L
Operational	Office Assistant II	1	LOS0003.Office Assistant II	6	Gouthro, Judith E
Operational	Program Coordinator II	1	LOS0004.Program Coordinator II		McVicker, Timothy J
		<u>4</u>			

Risk Management

Program Summary

Risk Management

This department has only one program. It has overall responsibility for the County's self-insurance program. It manages the County's General Liability Reserve Fund and recommends reserve levels both for specific claims and for unknown liabilities. The department is also responsible for loss control and responds to the scene of injuries and other potential liabilities.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$425,530	\$412,762	\$225,353	\$425,244	\$0	\$425,244
Benefits	\$83,781	\$109,724	\$45,821	\$128,421	\$0	\$128,421
Overtime/Comp Time	\$7,130	\$0	\$4,410	\$0	\$0	\$0
Supplies	\$40,616	\$12,146	\$5,691	\$11,750	\$74,500	\$86,250
Professional Services	\$1,818	\$7,650	\$2,178	\$2,650	\$0	\$2,650
Travel and Training	\$3,782	\$3,250	\$1,685	\$3,250	\$550	\$3,800
Other Services	\$16,430	\$12,722	\$6,858	\$12,722	\$7,498	\$20,220
Total:	<u>\$579,087</u>	<u>\$558,254</u>	<u>\$291,996</u>	<u>\$584,037</u>	<u>\$82,548</u>	<u>\$666,585</u>

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

ADA Program Purchases 0001-311-04

Currently, ADA purchases have been made through the general fund. County needs to have Hardware in the form of Hearing amplification equipment as well as professional interpreters for hearing and sight impaired. (\$19,500.00)

0001-311-522315-Health And Safety

\$19,500 0.00 \$0

County Car ER&R Increase 0001-311-01

This package requests funding to pay for increases in vehilce ER&R

0001-311-514701-Risk Management

\$7,498 0.00 \$0

Training Record Software 0001-311-03

Training software for a computerized information system is needed that can track employee training, their certification and is capable of inter facing with employee records that are compatible with Oracle Financial HR module. The software would be used for record retention of all county training and not just Health and Safety. Cost estimate is by IT. Currently, this software and retention process does not exist in the county. (\$55,000.00)

0001-311-522315-Health And Safety

\$55,000 0.00 \$0

Vehicle Allowance for Health 0001-311-02

This package requests funding for an increase in the vehicle mileage allowance for the Health and Safety Officer.

0001-311-522315-Health And Safety

\$550 0.00 \$0

BUDGET ADJUSTMENTS TOTAL:

\$82,548 0.00 \$0

Server Equipment Repair & Replacement

Department Summary

This fund budgets for the expenditures associated with the ongoing repair and replacement of County-wide computer network servers and collects revenue from County departments and participating outside agencies.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Server Equipment Repair & Replacement	\$0	\$1,258,280	\$668,980	\$1,216,646	\$974,291	\$2,190,937
<u>Total:</u>	<u>\$0</u>	<u>\$1,258,280</u>	<u>\$668,980</u>	<u>\$1,216,646</u>	<u>\$974,291</u>	<u>\$2,190,937</u>
<u>Expenditures By Obj. Category</u>						
Other Services	\$0	\$0	\$29,189	\$0	\$0	\$0
Capital Expenditures	\$0	\$1,216,646	\$639,791	\$1,216,646	\$974,291	\$2,190,937
<u>Total:</u>	<u>\$0</u>	<u>\$1,258,280</u>	<u>\$668,980</u>	<u>\$1,216,646</u>	<u>\$974,291</u>	<u>\$2,190,937</u>

Server Equipment Repair & Replacement

Program Summary

Server Equipment Repair & Replacement

This program facilitates the repair and replacement of County-wide computer network server equipment and collects revenue from County departments and participating outside agencies to fund these costs.

Operational planning Cagories

Purpose: Support

Scope: Regional (County-wide)

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Other Services	\$0	\$0	\$29,189	\$0	\$0	\$0
Transfers	\$0	\$41,634	\$0	\$0	\$0	\$0
Capital Expenditures	\$0	\$1,216,646	\$639,791	\$1,216,646	\$974,291	\$2,190,937
<u>Total:</u>	<u>\$0</u>	<u>\$1,258,280</u>	<u>\$668,980</u>	<u>\$1,216,646</u>	<u>\$974,291</u>	<u>\$2,190,937</u>

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

Server Replacement Forecast 5090-390-02

This item increases budget and funding from baseline to match the server replacement forecast.

5090-390-594180-Capital-General Gov.

\$974,291

0.00

\$0

BUDGET ADJUSTMENTS TOTAL:

\$974,291

0.00

\$0

Utilities**Department Summary**

This budget includes the cost of supplying utility services to all County buildings, including heat and electricity.

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Utilities	\$3,958,692	\$3,648,960	\$2,579,169	\$3,787,350	\$0	\$3,787,350
<u>Total:</u>	<u>\$3,958,692</u>	<u>\$3,648,960</u>	<u>\$2,579,169</u>	<u>\$3,787,350</u>	<u>\$0</u>	<u>\$3,787,350</u>

Expenditures By Obj. Category

Supplies	\$95,994	\$133,308	\$50,840	\$133,308	\$0	\$133,308
Temporary Services	\$2,175	\$0	\$92	\$0	\$0	\$0
Professional Services	\$0	\$0	-\$205	\$0	\$0	\$0
Travel and Training	\$0	\$0	\$164	\$0	\$0	\$0
Other Services	\$3,860,523	\$3,515,652	\$2,528,278	\$3,654,042	\$0	\$3,654,042
<u>Total:</u>	<u>\$3,958,692</u>	<u>\$3,648,960</u>	<u>\$2,579,169</u>	<u>\$3,787,350</u>	<u>\$0</u>	<u>\$3,787,350</u>

Utilities

Program Summary

Utilities

This budget includes the cost of supplying utility services to all County buildings, including heat and electricity.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2001-2002	2003-2004	2003	2005-2006	2005-2006	2005-2006
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$95,994	\$133,308	\$50,840	\$133,308	\$0	\$133,308
Temporary Services	\$2,175	\$0	\$92	\$0	\$0	\$0
Professional Services	\$0	\$0	-\$205	\$0	\$0	\$0
Travel and Training	\$0	\$0	\$164	\$0	\$0	\$0
Other Services	\$3,860,523	\$3,515,652	\$2,528,278	\$3,654,042	\$0	\$3,654,042
<u>Total:</u>	<u>\$3,958,692</u>	<u>\$3,648,960</u>	<u>\$2,579,169</u>	<u>\$3,787,350</u>	<u>\$0</u>	<u>\$3,787,350</u>